

**Minutes of Berryfields Parish Council Meeting
held at Roman Park, Sir Henry Lee Crescent, Aylesbury, HP18 0YT
on Wednesday 18th June 2025.**

Present: Councillors Arun Sekhar (Chairman), Alagappan Muthu, Deepak Jose, Gareth Lane, Karen Ward, Kishore Dammala, Laurilee Green, Lucy Harmes, Suresh Rayapalli, Vinay Victor, Anthea Cass (Parish Clerk), Lisa Gibson (Hall Manager and minute taker), Chirag Chotai (Buckinghamshire Councillor).

25.1 Apologies for absence

Cllr Cameron Anderson (Buckinghamshire Council)

25.2 Declarations of interests in items on the agenda

None

25.3 Open forum (under adjournment)

None

25.4 Police Report

Karen Adamson Community and Diversity Officer of Thames Valley Police came to talk about her role. Primarily she covers the whole of Buckinghamshire reaching out to communities to build bridges with all groups. Will get into meetings to show the human face of the Police along with PSO's and Police Officers to a familiar presence within all communities.

She discussed KIN (Key Individual Networks) to explain that any member of the community can sign up for emails to be sent regarding issues and information with that area. They then disseminate that information to the wider community.

She confirmed that surgeries are held to discuss different operations going on e.g. Domestic Violence Week and they will target areas where these are most needed. Dates and venues of these surgeries are advertised on FB.

They will also attend Fetes to engage with the community, and to be seen as the friendly face of the community to project a positive view of the police.

The Parish Clerk discussed community coffee mornings and invited the councillors and Karen to go along; she will send out the dates.

Cllr Victor wanted to know if there was a set criterion for the KIN, Karen confirmed there was not, just a willingness to pass on information sent via email in whichever way works i.e. WhatsApp group, word of mouth. If anyone was interested in being part of the KIN group, to let Karen know.

The Community Officers sent apologies and the Parish Clerk read out their report of activities over the last few months, which included the arrest of the homeless man, conducting patrols at Roman Park, attending Roman Park Youth Club and will attend the children's summer fun day, conducted speed checks on the Martin Dalby Way and met with Buckinghamshire Ward Representative Chirag Chotai.

25.5 Planning

24/03226/VRC | Variation of condition approved plans condition (added under non-material amendment 20/A0740/NON) of planning permission 20/00740/ADP (Approval of reserved matters pursuant to outline planning permission 10/02649/AOP (as modified by variation of conditions approval 17/03061/APP) relating to relating to access, appearance, landscaping, scale and layout for Kingsbrook Village 3 sub phase 3.3; allied green infrastructure; eastern link road; employment park and strategic landscaping. | Land East Of Aylesbury Broughton Crossing Bierton Buckinghamshire

Full details : [24/03226/VRC | Variation of condition approved plans condition \(added under non-material amendment 20/A0740/NON\) of planning permission 20/00740/ADP \(Approval of reserved matters pursuant to outline planning permission 10/02649/AOP \(as modified by variation of conditions approval 17/03061/APP\) relating to relating to access, appearance, landscaping, scale and layout for Kingsbrook Village 3 sub phase 3.3; allied green infrastructure; eastern link road; employment park and strategic landscaping. | Land East Of Aylesbury Broughton Crossing Bierton Buckinghamshire](#)

Councillors resolved to be neutral.

Proposed by: Cllr Harmes

Seconded by: Cllr Jose

25/01481/APP | Installation of two rapid electric vehicle charging stations and ancillary equipment within the car park of Berryfields Local Centre, Concorde Square, including one fully accessible EV charging bay. | Berryfields Local Centre Concorde Square Aylesbury HP18 OPT

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Councillors resolved to be neutral due to the spaces being accessible.

Proposed by: Cllr Green

Seconded by: Cllr Harmes

25.6 Minutes

To agree on minutes of the Annual Parish Council Meeting held 14th May 2025.

Proposed by: Cllr Jose

Seconded by: Cllr Harmes

25.7 Land and Facilities

Roman Park & Village Hall

Approve installation and emptying of 2 new bins on Roman Park.

Proposed by: Cllr Jose

Seconded by: Cllr Green

Use of S106 monies (£230k) drawn down in July

£231,741.24 sport and leisure contribution from the Parcel DC01 & DC02 Berryfields MDA Collington Road (18/03765/AOP) development on 10/03/2025 which must be spent by 10/03/2035 on: 'Roman Park improvements (including but not limited to) Landscaping, Planting, Access, Community Buildings, Sports Facilities, Equipped Play, Allotments & Associated Buildings'.

Clerk advised that monies should be spent on the further development of Roman Park. Councillors resolved to instruct Blackwood Architects to proceed with the tender process for the new parking areas. If costs allow we will look to instal running track and outside gym.

Proposed by: Cllr Ward

Seconded by: Cllr Victor

Repair to Versailles Boxes – bases not wide enough for plinths. Repair to cost £196.00 per box to put right (there are 30) and install lights on Roman Park Cycleway.

Cllr Green asked for pictures to see how the lights would work in Summer and Winter.

Total cost to repair the boxes, extend the plinth and install the lights – £6,272.00.

Councillors resolved to consider this work if there is any S106 monies remaining to cover the cost of new plinths and lights (will look at doing same time as the car parks to save on costs)

Fun Fair at Roman Park August 15th over a long weekend – this would be situated at the back of Roman Park access via Exemplar Park. Will include 1x large ride and smaller rides. No cost to PC, funfair to donate 20% of all takings. Security to be an option if needed.

Litter to be sorted by maintenance staff and leaflets to be put through doors of residents affected.

Proposed by: Cllr Jose

Seconded by: Cllr Victor

Allotments

Park Inspections and repairs

Playparks – need a lot of maintenance. The Clerk advised that funds will be transferred from reserves to cover repair costs.

Marston Green – new play equipment quoted for – 3 x quotes to consider Proludic, Sutcliffe and Sovereign

Agreed best and final offer email to be sent to Proludic and Sutcliffe only with a deadline to answer.

Proposed by: Cllr Victor

Seconded by: Cllr Muthu

Graffiti and Litter:

Communities Board litter pickers – month's trial for John Fitzjohn. Cllr Rayapalli advised he would be happy to oversee this.

Maintenance team to pick up litter using What 3 Words for location.

Proposed by: Cllr Green

Seconded by: Cllr Damali

25.8 Finance

25.8.1 To approve the payment run as circulated and to ratify budgeted payments made outside the Parish Council meeting.

Question was raised about having the report 3-4 days prior to PC meeting. Parish Clerk confirmed this would mean it would not be accurate at time of meeting. Clerk agreed to add weekly bank transaction details to the Share Point for councillor reference.

Councillors approved payment run unanimously.

Proposed by: Cllr Harmes

Seconded by: Cllr Rayapalli

25.8.2 To agree the accounts to end May as circulated.

Councillors approved unanimously.

Proposed by: Cllr Green

Seconded by: Cllr Harmes

25.8.3 To agree Risk Policy – Cllr Lane suggested a review marker on changes to policies for review.

Proposed by: Cllr Jose

Seconded by: Cllr Green

24.8.4 To approve this year's licence for the Play Inspection App

Proposed by: Cllr Green

Seconded by: Cllr Victor

25.9 MVAS and Sentinel

Councillors to make a resolution on which solar powered MVAS to purchase – as shown in separate report. Resolution passed in March Parish Council meeting for solar powered opposed to battery.

Councillors resolved to purchase the 20 slow down sign.

Proposed by: Cllr Dammala

Seconded by: Cllr Victor

25.10 Bus Stops

Following discussion, Councillor Chotai agreed that the first steps were for him to arrange a Three way meeting with himself, the Clerk and Buckinghamshire Highways Transport team.

Council to establish if any of the S106 monies held at Highways for Berryfields can be used for the installation of bus stops.

25.11 Children Fun Day in August

2 fun days agreed per proposal circulated – 6th and 20th August.

Proposed by Cllr Rayapalli
Seconded by Cllr Ward

Event on Berryfields Green for Management companies

Proposed by: Cllr Jose
Seconded by: Cllr Harmes

Community event at RPH on Sunday in the summer for local Businesses/food vendors

Discussion about who would put the event together, councillors to get a working committee together, do a survey to gauge interest.

Proposed by: Cllr Rayapalli
Seconded by: Cllr Dammala

25.12 Our Berryfields

Councillors approved changing to Eight Group for the printing and delivering of Our Berryfields. Will still use same freelance editor. Councillors to discuss next meeting number of issues per year

Proposed by Cllr Green
Seconded by: Cllr Jose

25.13 Meetings & matters of report

Cllr Dammala asked why there were areas of Berryfields where the grass had not been cut. The Parish Clerk advised again that PC only responsible for the parks and a couple of small open Spaces. She advised in this instance she will contact Taylor Wimpey North but in future residents can contact them directly.

25.9 Dates of next Parish Council Meeting combined with Annual Parish Meeting

Parish Council Meeting Wednesday 16th July 2025 @7.30pm.